



CITY OF BURLINGTON
Committee of the Whole Minutes
Jeannie Hefty, Mayor
Diahnn Halbach, City Clerk
Tuesday, June 6, 2017

1. Call to Order/Roll Call

Council President Jon Schultz called the meeting to order at 6:30 p.m. starting with roll call. Aldermen present: Susan Kott, Ed Johnson, Bob Grandi, Ruth Dawidziak, Jon Schultz, Tom Preusker and Todd Bauman. Excused: Tom Vos, Mayor Hefty

Also present: City Administrator Carina Walters, City Attorney John Bjelajac, Finance Director Steve DeQuaker, Director of Administrative Services Megan Watkins, Police Chief Mark Anderson, Fire Chief Alan Babe, DPW Director Jim Bergles, Library Director Joe Davies and Building Inspector Gregory Guidry.

Council President Schultz announced that he would retain his right to vote during tonight's meeting.

2. Citizens Comments and Questions

There were none.

3. Approval of Minutes from May 16, 2017

A motion was made by Alderman Dawidziak with a second by Alderman Johnson to approve the minutes from May 16, 2017. With all in favor, the motion carried to approve the minutes.

4. Topic: Presentation regarding the Chamber of Commerce Annual Report.

Jan Ludtke, Executive Director for the Chamber of Commerce, presented the 2016 room tax report and marketing efforts put forth with tourism dollars. Ludtke stated that the Chamber worked with Discover Wisconsin to film two segments for the television program which is to air in 2017, and Burlington has also garnered attention through radio interviews and a variety of web media as well as printed media throughout the year. Ludtke further stated that the Chamber completed a comprehensive Tourism Assessment with Wisconsin State Regional Specialist, David Spiegelberg, which has resulted in a refined Marketing Plan to increase its effectiveness.

5. Topic: Presentation regarding Real Racine's Annual Report.

Dave Blank, President of Real Racine, gave a brief overview of Real Racine's activities and marketing efforts. Blank distributed copies of the Real Racine Activity Guide, of which 75,000 have been printed and distributed at over 350 locations in the Chicago area, 150 locations in the Milwaukee area, and 200 locations in the Racine County area. Blank also spoke of the

marketing and promotional efforts focused on Burlington, which includes the bike trails, Chocolate Fest, Pond Hockey, and live music.

6. **Topic: Resolution 4854(12)** – to consider approving Change Order Number One from the 2017 Street and Sidewalk Improvement Program to benefit the Burlington Community Pool Project to Reesman’s Excavating & Grading, Inc. in the not-to-exceed amount of \$137,386.39

Council President Schultz gave the first reading of Resolution 4854(12). Walters provided the background history and explained that due to the delay of this project by the Wisconsin State Historical Society (WSHS), it would actually benefit the Pool Project as the fill from the Kendall Street Project was needed and could be taken the Burlington Community Pool location, which will save the City approximately \$200,000.

Alderman Johnson asked if there would be enough fill. Walters responded that there should be more than enough and they can start hauling as soon as the Change Order is approved.

President Schultz asked if this would affect the Annual Community Block Party. Alderman Dawidziak responded that they have decided to postpone the Community Block Party due to the construction and safety concerns.

Bergles recommended a fence line between the fill and the pool to prevent excessive dust from getting into the pool. Walters believed they would be putting up an orange construction fence, but would look further into it.

7. **Topic: Resolution 4855(13)** to consider approval of the 2016 Compliance Maintenance Annual Report (CMAR) for the Burlington Wastewater Treatment Plant.

Council President Schultz gave the first reading of Resolution 4855(13). Bergles explained that the CMAR is a report required by the Department of Natural Resources (DNR) to ensure the Wastewater Treatment Plant is in compliance with the permit issued by the DNR. Bergles stated that the purpose of the CMAR is to evaluate the wastewater treatment system for problems or deficiencies. Bergles further stated that the 2016 CMAR grade point average for the Burlington Waste Water Treatment Plant (WWTP) was a 4.0, based on a 4.0 grading system and that the WWTP and collection system are in full compliance with our WPDES permit, and the City of Burlington should be proud of its efforts of efficient wastewater treatment.

8. **Topic: Motion 17-875** – to consider approving a Certificate of Appropriateness for 564 N. Pine Street in the City of Burlington.

Council President Schultz presented Motion 17-875. Gregory Guidry explained that Steve Madey, owner of Steven’s Garage, has petitioned the City for repairing the rear stairs and installing a fence around trash receptacles for this property.

9. **Topic: Motion 17-876** – to approve an Airport Hangar Lease with BBJs Investments, LLC for 707 Airport Road, at the Burlington Municipal Airport.

Council President Schultz presented Motion 17-876. Walters stated this is a standard Airport Hangar Lease and recommended approval.

10. Adjourn

A motion was made by Alderman Dawidziak with a second by Alderman Johnson to adjourn the meeting. With all in favor, the meeting adjourned at 7:10 p.m.

Minutes respectfully submitted by:

Diahnn C. Halbach
City Clerk
City of Burlington